

DD/A Registry
85-3385/1

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Approval of CEAF Reimbursement

FROM:

AD/OF

512 Key Building

EXTENSION

NO.

DATE

27 September 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across columns after each comment.)

Approval.

DD/A REGISTRY
FILE: 18-4

24 September 85

MEMORANDUM FOR: Financial Advisor
Central Employee Activity Fund Board

VIA: Chairperson
Central Employee Activity Fund Board

STAT FROM:
Career Trainee Division, Training Branch, OTE
SUBJECT: Certification Processing - CT Orientation Class

1. Attached for certification processing is a receipt for supplies associated with providing coffee and donuts to the Career Trainee Orientation class held 19 September 85.

STAT 2. Reimbursement should be made to CTD.
STAT 02 Chamber of Commerce Building,

Attachment

APPROVED:

STAT

30 SEP 1985

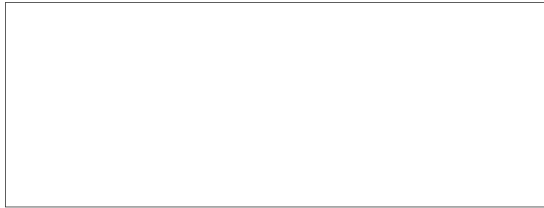
Date

26 SEP 1985

24 September 85

I hereby certify that I have spent \$16.59 for donuts in support of a Family and Employee Liaison Office presentation in the October 1985 Career Trainee Development Course. Attached is a receipt for the purchases.

STAT



09 85
36 12 1595
1595
1659
3410
0508A 02